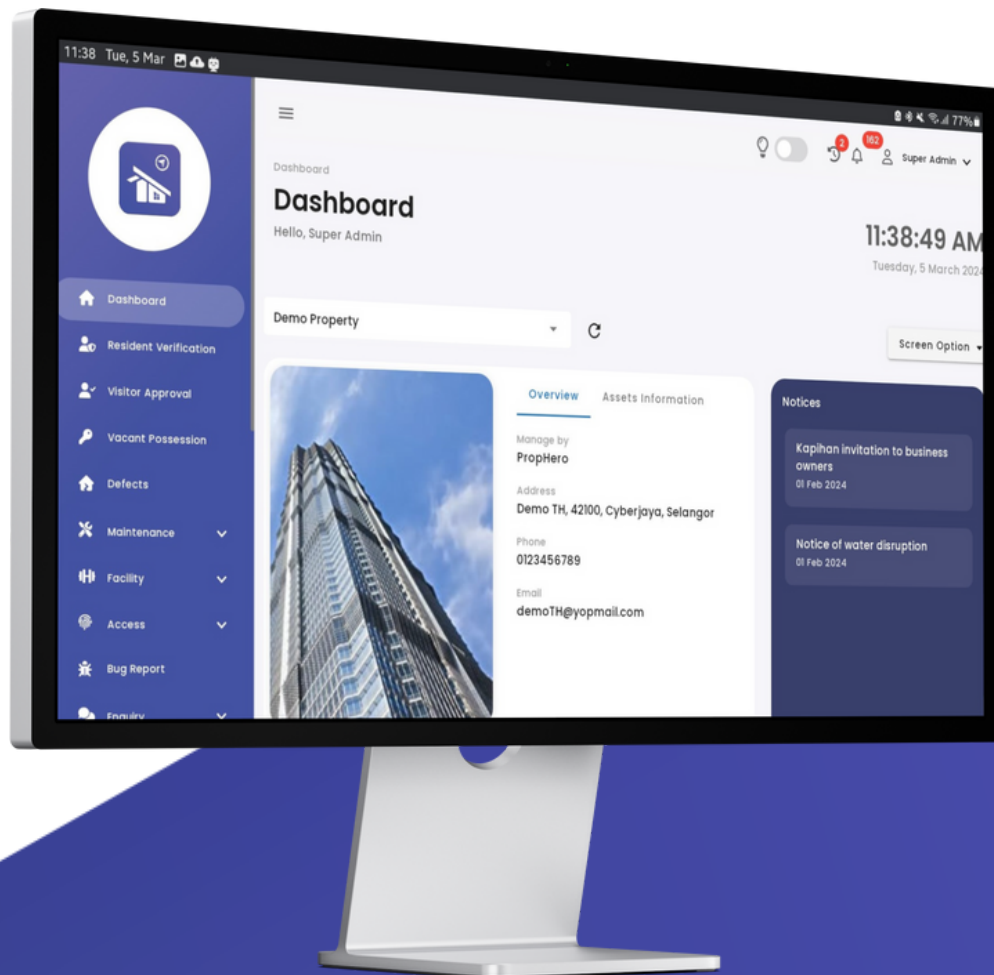




PropKita



USER MANUAL (VACANT POSSESSION)

MANUAL PENGGUNA (PEMILIKAN KOSONG)

PROPKITA SYSTEM DASHBOARD

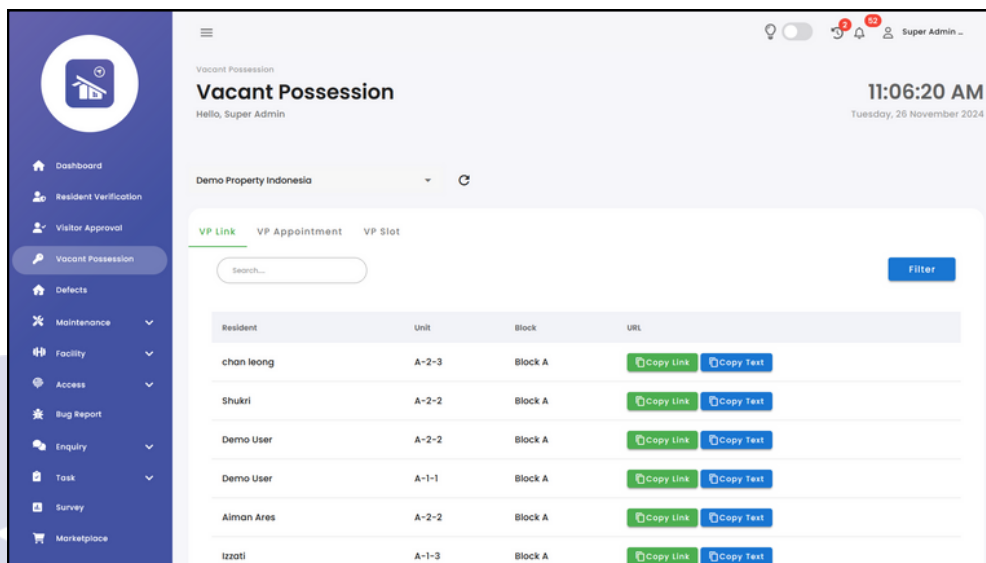
Dwibahasa

Tutorial 4

Vacant Possession

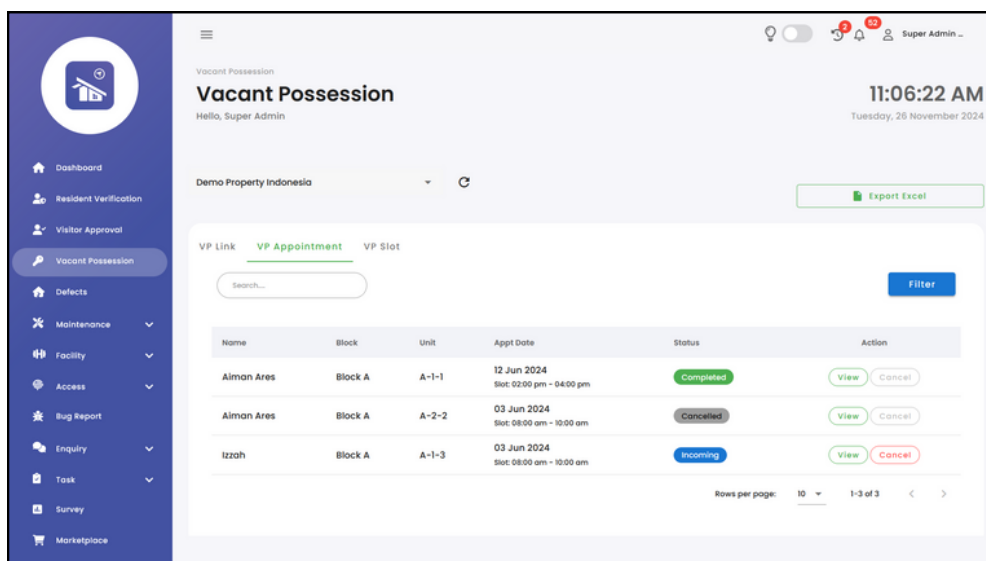
VP Link is a list of residents currently in the Vacant phase. Users can **search** for residents by **name**, **unit**, or **block**.

VP Link adalah senarai penghuni yang sedang berada dalam fasa Vacant. Pengguna boleh **mencari** penghuni berdasarkan **nama**, **unit**, atau **blok**.



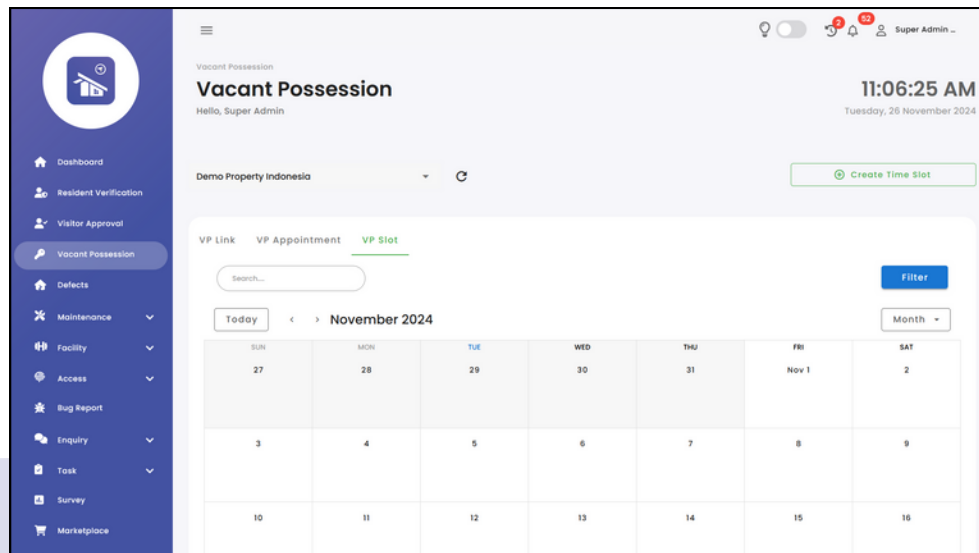
The **VP Appointment** is where users can view who has an appointment for that particular property.

Temu Janji VP adalah laman untuk pengguna melihat siapa yang mempunyai temu janji untuk hartanah tersebut.



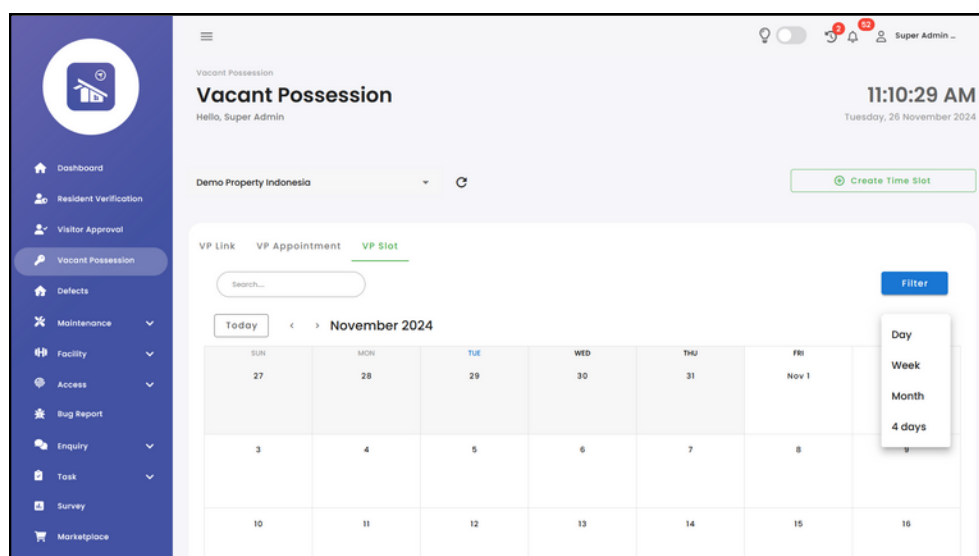
VP Slot allows users to check when the Vacant phase is **available** for residents to **book an appointment**.

VP Slot membolehkan pengguna menyemak fasa Vacant yang **tersedia** untuk **tempahan janji temu** oleh penghuni.



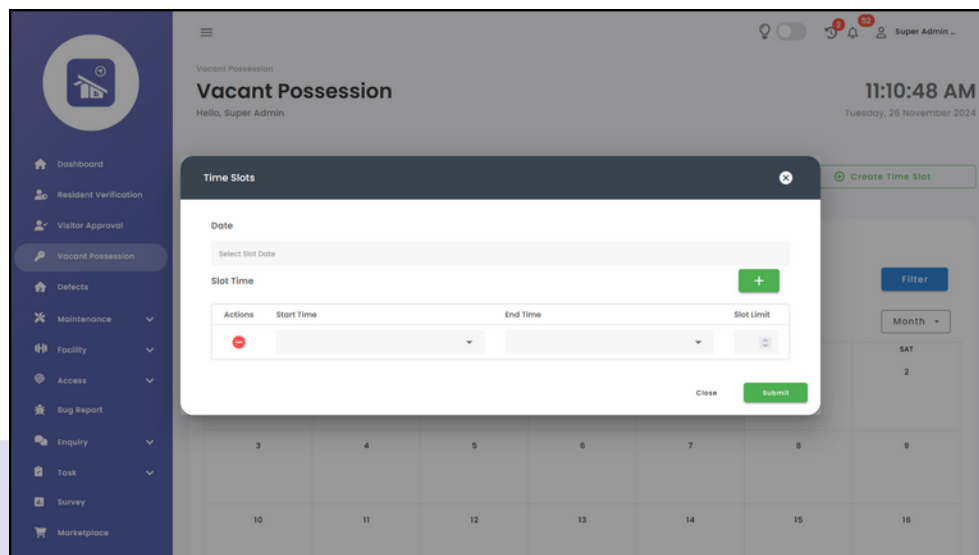
Users can view **available slots** by **day, week, month**, or a **4-day** range.

Pengguna boleh melihat **slot yang tersedia** mengikut **hari, minggu, bulan**, atau **4 hari**.



To **add a VP slot**, users can click **Create Time Slot** and fill in the details such as the **date**, **start time**, **end time**, and **slot limit**. Finally, click **Submit**.

Untuk **menambah slot VP**, pengguna boleh klik **Create Time Slot** dan isi butiran seperti **tarikh**, **masa mula**, **masa tamat**, dan **had slot**. Akhir sekali, klik **Submit**.



The screenshot displays the PropKita dashboard interface. On the left is a dark blue sidebar with a navigation menu including: Dashboard, Resident Verification, Visitor Approval, Vacant Possession (highlighted), Defects, Maintenance, Facility, Access, Bug Report, Enquiry, Task, Survey, and Marketplace. The main content area is titled 'Vacant Possession' and shows 'Hello, Super Admin'. A 'Time Slots' modal is open in the center, containing the following fields: 'Date' (with a 'Select Slot Date' placeholder), 'Slot Time' (with a green '+' button), and a table for slot details. The table has columns for 'Actions', 'Start Time', 'End Time', and 'Slot Limit'. Below the table are 'Close' and 'Submit' buttons. In the background, a calendar grid is visible with dates 3 through 16, and a 'Filter' button with a 'Month' dropdown. The top right corner shows the time '11:10:48 AM' and the date 'Tuesday, 20 November 2024'.